



# WASHOE COUNTY

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CM/ACM KS  
Finance DN  
DA ✓  
Risk Mgmt. N/A  
HR N/A  
Comptroller CH

## STAFF REPORT

BOARD MEETING DATE: March 8, 2016

**DATE:** January 21, 2016  
**TO:** Board of County Commissioners  
**FROM:** Dave Gonzales, Equipment Services Superintendent,  
Community Services Department, 328-2121, [dgonzales@washoecounty.us](mailto:dgonzales@washoecounty.us)  
**THROUGH:** Eric Crump, Operations Division Director  
Community Services Department, 328-2182, [ecrump@washoecounty.us](mailto:ecrump@washoecounty.us)  
**SUBJECT:** Recommendation to

(1) approve the following replacement vehicle and equipment purchases for Equipment Services Fund:

- three 66,000 GVWR Truck Cab/Chassis from Sierra Freightliner Sterling Western Star Inc., in the approximate amount of \$360,000, utilizing Washoe County Bid No. 2936-15;
- three Williamsen-Godwin dump truck bodies equipped with hydraulics and tarping systems; three Henke HXC-2000 V-Box spreaders; and three Henke reversible snow plows from Enoven Truck Body & Equipment, for the Community Services Department Operations Division, in the approximate amount of \$330,000, utilizing State of Nevada Bid No. 8351, under NRS 332.195, which allows a local government to join a state contract; and
- additional vehicle purchases utilizing State of Nevada's fleet vehicle and police vehicle contracts in the amount of \$260,000.

(2) adopt a Resolution to augment the budget of the Washoe County Equipment Services Fund in the \$950,000.00 total amount for the vehicle and equipment purchases, and direct the Comptroller's Office to make the appropriate adjustments. (All Commission Districts.)

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### SUMMARY

This item seeks approval to augment the Fiscal Year 2016 Equipment Services Fund and authorize the purchase of three (3) 66,000 GVWR Truck Cab/Chassis from Sierra Freightliner Sterling Western Star Inc., in the approximate amount of \$360,000 utilizing Washoe County Bid No. 2936-15, three (3) Williamsen-Godwin dump truck bodies equipped with hydraulics and tarping systems, three (3) Henke HXC-2000 V-Box spreaders and three (3) Henke reversible snow plows from Enoven Truck Body & Equipment, in the approximate amount of \$330,000 utilizing State of Nevada Bid No. 8351 pursuant to the joinder provision of NRS 332.195, for the Community Services Department Operations Division; and five additional vehicle purchases for the Sheriff's Patrol fleet utilizing State of Nevada's fleet vehicle and police vehicle contracts in the amount of \$260,000; totaling \$950,000.00.

AGENDA ITEM # 9

The replacement of multiple fleet vehicles used by various Department staff, including several large special order dump trucks for Washoe County Roads, was identified and appropriate budget authority was included in the Fiscal Year 2015 budget. Equipment Services issued purchase orders for the fleet vehicles from the Fiscal Year 2015 budget but did not receive them until Fiscal Year 2016. In order to provide Washoe County Roads with the appropriate heavy trucks, through both an open competitive bid and joining the State of Nevada's bid, the purchase of the three dump trucks, with plow and sander attachments, was delayed until Fiscal Year 2016. Budget appropriations for prior year purchases were not re-budgeted in fiscal year 2016; the Equipment Services Fund has sufficient cash to pay for the vehicles and equipment, but not sufficient Fiscal Year 2016 budget authority.

Strategic Objective supported by this item: Safe, secure and health communities.

### **PREVIOUS ACTION**

On June 9, 2015, the Board of County Commissioners (Board) awarded Bid No. 2936-15 to the lowest responsive responsible bidder [staff recommended Sierra Freightliner Sterling Western Star Inc., in the amount of \$358,800.00] for the purchase of three (3) replacement 66,000 GVWR Truck Cab/Chassis for the Community Services Department Operations Division.

### **BACKGROUND**

Three (3) replacement dump truck chassis with sander and plow attachments budgeted in Fiscal Year 2015 were ordered in July of 2015. Another Three (3) replacement dump truck chassis with sander and plow attachments are planned to be ordered for the Roads Department in Fiscal Year 2016. Due to vehicle accidents affecting the Sheriff's Patrol fleet, an additional five patrol vehicles are needed to support the Sheriff's Patrol division.

### **FISCAL IMPACT**

The Board previously approved the purchase of three (3) replacement 66,000 GVWR Dump Truck Cab/Chassis and multiple other vehicles and equipment replacements through the Fiscal Year 2015 budget process. The purchase of the three (3) replacement 66,000 GVWR Dump Truck Cab/Chassis with plow and sander attachments was postponed until FY16 and not all the cost of the vehicles encumbered in Fiscal Year 2015 were delivered, invoiced and paid within FY15. Prior year encumbrances are not carried forward in Internal Services Funds, they must be re-budgeted in the following year. Fiscal Year 2016 budget appropriations did not include prior year orders and current fiscal year fleet replacement needs. Equipment Services Fund 669 has sufficient cash for these purchases. Account transactions are as follows:

#### **Equipment Services Fund**

<u>Source of Funds</u>		
Fund 669 Cash Balance as of January 25, 2016		\$3,126,078.00
<u>Increase Expenses</u>		
ES691601-781007	Light Fleet-Vehicles Capital	\$260,000.00
ES691602-781004	Heavy Fleet-Equipment Capital	\$690,000.00

Operating costs for new vehicles and equipment are contained in the appropriate FY16 Department budgets.

**RECOMMENDATION**

It is recommended the Board of County Commissioners

(1) approve the following replacement vehicle and equipment purchases for Equipment Services Fund:

- three 66,000 GVWR Truck Cab/Chassis from Sierra Freightliner Sterling Western Star Inc., in the approximate amount of \$360,000 utilizing Washoe County Bid No. 2936-15;
- three Williamsen-Godwin dump truck bodies equipped with hydraulics and tarping systems, three Henke HXC-2000 V-Box spreaders, and three Henke reversible snow plows from Enoven Truck Body & Equipment, for the Community Services Department Operations Division, in the approximate amount of \$330,000, utilizing State of Nevada Bid No. 8351, under NRS 332.195, which allows a local government to join a state contract, and
- additional vehicle purchases utilizing State of Nevada's fleet vehicle and police vehicle contracts in the amount of \$260,000.

(2) adopt a Resolution to augment the budget of the Washoe County Equipment Services Fund in the \$950,000.00 total amount of the vehicle and equipment purchases, and direct the Comptroller's Office to make the appropriate adjustments.

**POSSIBLE MOTION**

Should the Board agree with the recommendation, a possible motion would be:

"Move to

(1) approve the following replacement vehicle and equipment purchases for Equipment Services Fund:

- three 66,000 GVWR Truck Cab/Chassis from Sierra Freightliner Sterling Western Star Inc., in the approximate amount of \$360,000 utilizing Washoe County Bid No. 2936-15,
- three Williamsen-Godwin dump truck bodies equipped with hydraulics and tarping systems, three Henke HXC-2000 V-Box spreaders, and three Henke reversible snow plows from Enoven Truck Body & Equipment, for the Community Services Department Operations Division, in the approximate amount of \$330,000, utilizing State of Nevada Bid No. 8351, under NRS 332.195, which allows a local government to join a state contract, and
- additional vehicle purchases utilizing State of Nevada's fleet vehicle and police vehicle contracts in the amount of \$260,000.

(2) adopt a Resolution to augment the budget of the Washoe County Equipment Services Fund in the \$950,000.00 total amount of the vehicle and equipment purchases, and direct the Comptroller's Office to make the appropriate adjustments."

RESOLUTION

TO AUGMENT THE BUDGET OF THE WASHOE COUNTY  
EQUIPMENT SERVICES FUND

WHEREAS, the replacement of multiple fleet vehicles used by various Department staff, including several large special order dump trucks for the Roads Department, were identified as needing replacement and appropriate budget authority was included in the Fiscal Year 2015 budget; and

WHEREAS, Equipment Services did order multiple vehicles and equipment using Fiscal Year 2015 appropriations; and

WHEREAS, Equipment Services is taking possession of these vehicles and equipment in Fiscal Year 2016, thereby effecting Equipment Services Fiscal year 2016 budget appropriations; and

WHEREAS, budget appropriations for prior year purchases was not budgeted for in fiscal year 2016; and

WHEREAS, the Equipment Services Fund has the cash to pay for the vehicles and equipment, but not sufficient Fiscal Year 2016 budget authority; and

NOW THEREFORE BE IT RESOLVED, by the Board of County Commissioners of the County of Washoe, State of Nevada:

Section 1. That the budget of the Washoe County Equipment Services Fund be adjusted as follows:

**Equipment Services Fund**

Source of Funds

Fund 669 Cash Balance as of January 25, 2016 \$3,126,078.00

Increase Expenses

ES691601-781007	Light Fleet-Vehicles Capital	\$260,000.00
ES691602-781004	Heavy Fleet-Equipment Capital	\$690,000.00

Section 2. This Resolution shall be effective on passage and approval.

Section 3. The County Clerk is hereby directed to distribute copies of the Resolution to the Comptroller's Office.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Chair,  
Washoe County Commission

ATTEST:

\_\_\_\_\_  
County Clerk